

INSTRUCTIONS FOR FILING INTERNAL COMPLAINT WITH THE CITY OF BLOOMINGTON POLICE DEPARTMENT

1. Please complete an internal complaint form (attached). You should provide as much information as you have knowledge of including dates, times, locations, officer name(s) and number(s), police vehicle number or license number.
2. Sign and date the internal complaint form and return by mail or in person to the Chief of Police, Bloomington Police Department, 220 E. 3rd St., Bloomington, IN 47401.
3. An internal investigation of the complaint will be conducted and you will be notified of the outcome by the Chief of Police (or his designee).
4. If you are dissatisfied by the decision announced to you in Step 3, you may appeal the decision to the Board of Public Safety, which may appoint one member to review the investigation. The Board member may request further information or request that a new investigator be appointed. §3.4, Board of Public Safety *Standards*. If the finding of the Chief of Police is affirmed, the decision of the board member is final. If the finding of the Chief is reversed, disciplinary action may be initiated in accordance with §2.0 of the Board of Public Safety *Standards*.
5. Should you have any questions regarding the processing of your complaint, please direct them to the Chief of Police at the above address or phone (812) 349-3308.

City of Bloomington
INTERNAL COMPLAINT

Narrative (your statement of the incident):

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Date _____

Signature

Printed: _____

Address: _____

Phone: _____